

**Easton Public Library  
Board of Trustees Regular Meeting Minutes  
Library Conference Room  
September 9, 2019**

Present: L. Dollard, G. Gay, G. Bindelglass, Shari Pearlman, L. Zaffino

1. Meeting was called to order at 7:07pm.
2. Minutes from August meeting were approved with a motion by Linda and seconded by Gail.
3. Treasurer's Report - No big change in the balance at this time. Gail is looking at options for an institution to take over managing the Library fund. As such, Gail has been in discussion with a money manager in Westport. The thought at this time is to move the fund into short term bank CDs. A motion was made by Gloria to put the monies in 6 month CDs. The motion was second by Shari and unanimously approved by the Board.
4. Library Director's Report - Is attached
5. Bills and Communication - No bills received this month. A donation was received to buy children's books. Ten were purchased.
6. Public Participation - None
7. Old Business
  - a. Board By-laws - Updating the by-laws was discussed.
  - b. Strategic Plan - Lynn created a Community Assessment Survey that the Board can use to gather information on the public need in order to update the Library's strategic plan and apply for grants. The survey will be revised and presented at the next meeting. The distribution of the survey will be by email as well as having printed copies available throughout town.
  - c. Conference calls - They are permitted and the ways to do a conference call was discussed.
8. New Business - The day before Thanksgiving the Library will be permitted to close at 4:00 p.m. A motion was made by Linda with a second by Gail. The motion passed unanimously. In addition it was proposed that the Library close for a Staff Development Day. The day proposed for this year is December 20<sup>th</sup>. A motion was made by Linda to approve the Professional Development Day with a second by Shari. The motion was passed unanimously.
9. The meeting was adjourned at 8:47pm with a motion by Gail and seconded by Linda.

Submitted by,  
Gloria Bindelglass

**EASTON PUBLIC LIBRARY BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**September 9, 2019**

**LIBRARY DIRECTOR'S REPORT**

1. Personnel changes: Library Page Gabby Chioffi has left for college. We hired Weston Keenan as her replacement. Youth Services Programming Assistant Myla Perrelli has taken a position in another library. Library Page Kristine Oulman has been promoted to Myla's position.
2. In collaboration with the Municipal Agent for the Aging, we are launching a Homebound Delivery Service in October. We are thinking of calling it Library To Go or Library on Wheels. We will deliver library materials once every other week to Easton residents who are homebound. Penelope Papadoulis will manage the program, and deliveries will be made by Penelope, Alison Witherbee (Municipal Agent for the Aging), and myself. Down the road, after the service is up and running, we are hoping to utilize volunteers and/or the Senior Center Van Driver.
3. The Library grounds are badly in need of weeding and trimming. I contacted Parks & Rec, and they are supposed to be coming out soon to do the work. I am thinking about removing the trees along the left side of the building as you approach the Community Room. They are very overgrown and they prevent the sun from hitting that side of the building and drying it out. They also create a huge problem with clogging the gutters.
4. A patron approached me and said she is very good at fundraising. Her name is Saphora Lifrak. She would like to set up a meeting. I thought we might want to invite her to next month's Board meeting.
5. We have decided not to renew our subscription to Lynda.com. LinkedIn (the parent company) is now requiring patrons to create a LinkedIn account in order to access the content. It has been a hot button topic among libraries these last few months, with ALA releasing a statement about their disapproval, as it would violate patrons' privacy. Many other libraries have cancelled as well. We are in the process of looking for a suitable replacement.
6. Upcoming programs include the following:
  - 9/8 - Art Reception for Dwight Senior from 4-6pm
  - 9/12 - Career Coaching from 6-8pm
  - 9/18 - Dementia Caregiver Program from 7-8:30pm
  - 9/25 - Movie Screening/*Generation Zapped* @ 7:00pm
  - 10/10 - Medicare Seminar @ 10:30am
  - 10/10 - Getting to the Heart of Well-being @ 7pm

Submitted by Lynn Zaffino  
9/6/19